

**Minutes of the Jefferson County Historic Sites Preservation Commission Meeting**  
**Thursday, April 21, 2016, 7:00pm**  
**UWEX Building, Jefferson, WI, Room 8**  
**Jefferson, Wisconsin**

**Call to Order:** A meeting of the Jefferson County Historic Sites Preservation Commission (JCHSPC) was called to order at 7:13pm, presided over by Chairperson Cindy Arbiture.

**Attendance:** Commission Members: Cindy Arbiture, Robert Birmingham, Julia Ince, John Molinaro, Ed Morse, Michael Opager; Absent: James Levy; Members of the general public: Don and Olive Gross

**Compliance with the Open Meetings Law:** Arbiture stated that the meeting was in compliance with the open meetings law.

**Review of Agenda:** The agenda was reviewed with no changes.

**Approval of Minutes of Meeting March 17, 2016:** The minutes from March 17 were reviewed. Motion made to approve minutes by Opager, seconded by Morse. Motion carried by all except Molinaro, who abstained because he was not present at the March meeting.

**Communications:**

Arbiture reported that Steve Sharp, Watertown Daily Times, called Cindy and asked if we took any action on the Potter's Cemetery, Cindy told him that we had not taken any action on the cemetery yet.

Arbiture stated that Ben Wehmeier, Jefferson County Administrator, informed us that we received posters from the Wisconsin Historical Society (WHS) that celebrate May as Historic Preservation month. Arbiture suggested that we try to get them hung up at the UWEX Building.

Arbiture received a phone call from Patricia Lacy. She was hired by Palmyra Historical Society to do a survey of the boy scouts cabin in Palmyra. The survey has been completed and she will give us a copy.

Molinaro informed the board that on Saturday, May 21, the Hoard Historical Museum and the Fort Atkinson Historic Preservation Commission will hold a free historic preservation conference at the museum from 9:00am to noon.

**Citizens Comments:**

Olive Gross, President of the Bark River Woods Historical Society, reminded us that our commission members will be coming to their society's meeting on Thursday, June 16, 7:00pm, at the Town Hall Museum, located at W3087 Green Isle Dr., in Hebron. We will be attending this meeting as part of our efforts to link to local historical societies and Arbiture stated that she will be inviting other societies to the meeting as well.

Gross also reminded our commission that the Hebron Historical Society will be holding its annual Barbeque with plate lunch at noon on the first Sunday in May, followed by the pie auction beginning at 1:00pm at the Hebron Historical Museum.

#### **New Business:**

##### **Jefferson County Pauper Cemetery marker:**

Before this meeting our commission met at 6:30pm to take a walking tour of the Jefferson County Pauper Cemetery or Potter's Field located on the county home grounds. Birmingham provided background information on the history of the cemeteries on the grounds. He stated that there were three cemeteries that dated from at least the 1880's to the 1930's. Sixty graves have been identified on the grounds, but records show that at least 710 people died on the county home premises during its years of operations. Only forty-two names can be linked to the graves. Birmingham suggested that we designate the site as a Jefferson County historical landmark and he offered to work on filling out the form for nominating it to landmark status. Molinaro suggested that we inform the county of our plans and he stated that Mark Watkins heads the Land and Water Conservation Commission that oversees the cemetery grounds. It was resolved that Arbiture will contact Watkins to ask for his input on the feasibility of designating the three cemeteries as local landmarks.

During our discussion of the county home cemeteries, Opager pointed out that on the Jefferson County website some of the forms relating to our commission are out of date. It appears that both updated and outdated forms appear on the site when performing a Google search. Arbiture stated that we will make this a future agenda item.

##### **Adding the Wisconsin Historical Society's Architecture and History Inventory (AHI) database to a layer of the Jefferson County GIS map system:**

A meeting was set up in March at the WHS to discuss this topic, but due to an ice storm in March, members of our commission were unable to travel to Madison. This topic will be added to a future meeting agenda.

##### **Strategic planning session with Steve Grabow, April 27, 6:00 to 9:00 p.m., UWEX Building, room 12:**

Arbiture will send the board members a copy of our ordinance for review before the meeting as well as an article by Grabow about place-making.

#### **Old Business**

##### **Legacy Contract Update:**

Arbiture reported that there are no updates concerning the Legacy contract. Legacy Architecture has fulfilled their obligation to complete the work on the nomination of the Niedecker House and the J. F. Keller Farm to the National Register and billed us for everything but it has yet to be sent to SHW.

**Next Meeting Date:** 7:00pm, May 19, 2016, UWEX Building, room TBA

**Future Agenda Items:**

Updating our commission forms on the Jefferson County website  
Establishing the formal requirements for cancelling our commission meetings  
Recruiting new board members

**Adjourn:** A motion was made to adjourn the meeting by Opager, seconded by Molinaro, meeting adjourned at 8:36pm.

**Submission of Meeting Minutes:** Minutes of the meeting respectfully submitted by Julia Ince, secretary on April 24, 2016.